

Proposed Graduate Academic Calendar Regulation Amendment Section – Student supervision Academic Council – January 22, 2019

Rationale for proposed changes: To clarify that a faculty member must have a graduate faculty appointment with supervisory or supervisory committee privileges in the student's program order to supervise a graduate student. Clean up language around appointment of research supervisors.

Student supervision

Graduate student supervision is performed by university members with a graduate faculty appointment.

Each master's and doctoral student has a faculty advisor or research supervisor to provide guidance throughout the program. In programs that do not require a thesis, project or major paper, the student is guided by a faculty advisor throughout the program.

A student registered in a program that requires a thesis, project or major paper may initially have a faculty advisor but will be assigned a research supervisor when the student begins his or her research. In some cases, a student may have co-supervisors, with the terms established through an agreement for co-supervision and made clear at the outset to all involved.

Faculty advisor appointment

The graduate program director is responsible for assigning faculty advisors.

Faculty advisor responsibilities

The faculty advisor is a member of the student's home faculty and holds a graduate faculty appointment. The main responsibilities of the faculty advisor include the following:

- Consult with the student, recommend a program of study and submit it to the graduate program director for approval.
- Help the student choose an appropriate area of research, if applicable.
- Ensure that the student understands all degree requirements and regulations, as well as applicable policies.
- Be knowledgeable about, and inform the student of, key deadlines and related information.
- Be reasonably available to the student to discuss the program of study, as well as any academic concerns.
- If requested, advise the student on academic or personal student services or resources.
- Monitor the student's academic progress.

Research supervisor appointment

The relationship between the student and the research supervisor is most important to the student's successful completion of a graduate degree. The graduate program director will seek input from the student before assigning a research supervisor(s).

All research supervisors must hold a graduate, associate graduate or emeritus/emerita graduate faculty appointment to the program in which they are supervising. Faculty members with a graduate faculty appointment may sole-supervise, whereas, those with an associate or emeritus/emerita graduate faculty appointment may only co-supervise. See Graduate Faculty Appointments for details.

All research supervisory appointments must be approved ~~in the first instance~~ by the dean of the home faculty in which the student is registered. ~~Except~~ In extraordinary circumstances, research supervisory appointments may be approved on an individual basis by the Dean of Graduate Studies. ~~research supervisors must be members of the UOIT core faculty. Associate graduate faculty, including adjunct professors, may serve as co-supervisors with the approval of the dean of the home faculty. See categories of graduate teaching and supervision privileges for definitions.~~

Before approving the appointment of a research supervisor, the dean should give careful consideration to the faculty member's research activities, supervisory experience and training, previous performance in graduate student supervision, the number of graduate students already being supervised, any imminence of leave (i.e., research, maternity or administrative) or retirement and any other relevant factors.

Since continuity of supervision is important in all graduate work, a change of research supervisor may be made only for strong reasons and after extensive consultation with all involved. A request for a change may come from the student, the research supervisor, the graduate program director or the dean. It should normally be sent, in writing, to the graduate program director accompanied by the reasons for the proposed change. If the home faculty dean concurs with the request, the recommendation for change should be sent to the Dean of Graduate Studies for final approval.